Minutes of March 20, 2019, Regular Meeting
Board of Directors of
Downtown Moberly Community Improvement District
Moberly, Missouri

CID Board of Directors met at 4:00 p.m. in the Moberly City Hall Conference room on Wednesday, March 20, 2019.

The Chair called the meeting to order and asked for roll call. CID Board members answering the roll call were: Brian Crane, Chair; Tom Sanders; Christy Colston; Michael Bugalski. Doug Sharp absent. Attendees included: Tom Cunningham – Legal Counsel (by conference call); Jim Ross, Bartlett & West; Diane Richardson, Main Street Moberly; Megan Schmitt and Michelle Greenwell, Moberly Chamber of Commerce; Bob Ehle and Erik Cliburn, local media representatives; Steve Calcagno; Gary Bowman; and Mary Calcagno, Director of Public Utilities.

The Chair then asked for approval of the Agenda. Mary Calcagno stated a request to add review of Bartlett and West’s Downtown Utility Evaluation Pilot Study to the agenda as Discussion item 1. A motion was made by Ms. Colston to approve the Agenda with addition. Mr. Sanders seconded the motion. Ayes: Crane, Colston, Sanders, Bugalski; Nays: None. Agenda approved.

HEARING FROM CITIZENS:

The Chair asked if there were communications or comments received. There were none.

OLD BUSINESS:

The Chair called for approval of the minutes of the February 20, 2019 regular meeting and March 14, 2019 special meeting. A motion was made by Mr. Sanders to approve the minutes. Ms. Colston seconded the motion. Ayes: Crane, Sanders, Colston, Bugalski; Nays: None. Minutes approved.

NEW BUSINESS:

Mr. Sanders and Ms. Coulson each took the Oath of Office in conjunction with starting their new terms as Directors.

The Chair then called for consideration of Resolution No. 2019-03: A RESOLUTION DIRECTING REIMBURSEMENT IN ACCORDANCE WITH A MASTER DEVELOPMENT AGREEMENT; AND PROVIDING FURTHER AUTHORITY. As presented, the Resolution called for reimbursements of $23,716.44 from deposits made to the District’s account for the CID Sales Tax, and $2,254.10 from deposits made to the District’s account for the CID Special Property Tax, a total of $25,970.54. This amount included invoices from Bartlett & West, Destination Services, and Earth Planter. After further discussion and investigation, an amendment to Resolution No. 2019-03 as presented was suggested to correct amounts and account allocations therein; the amendment called for the $189.00 for Earth Planter’s paid invoice to be made from the District’s account for CID Special Property Tax along with $2,254.10 for Bartlett & West’s paid invoice, a total $2,443.10 from CID Special Property Tax account; and Destinations Services paid invoice totaling $23,527.44 from the CID Sales Tax account. A motion was made by Mr. Sanders, seconded by Mr. Bugalski to approve the amendment to Resolution 2019-03 and substitute the amended Resolution 2019-03 for the original draft. Ayes: Crane, Sanders, Bugalski, Colston; Nays: None. Resolution 2019-03, as amended, adopted.

Items for Discussion:

Downtown Moberly Utility Evaluation Pilot Study (item #1 on the agenda as revised) was discussed. Jim Ross, Bartlett & West, and Mary Calcagno, Director of Public Utilities, presented to the Board a Pilot Study that identified and assessed the condition of the existing utilities in the downtown area and the projected potential costs for utility improvements...
within the CID. The study focused on businesses along Reed Street from 4th to 5th Street. This study describes the overall assessment of the water and sewer infrastructure and depicts the findings within each building that was accessed during the study. The focus was to locate and determine condition of the water and sewer services while nothing any connections found that would enter the sanitary sewer by downspouts, sump pumps or other means. Cost Estimates are separated between the City’s proposed costs and the CID’s proposed costs. The Chair stated that we need to get with Adam Flock and Steve Powell to estimate total costs for the Downtown streetscape improvements including the utility work recommended by Bartlett & West. Discussion followed concerning the limits imposed by the NID Act and the original NID petition on total costs that could be financed. Ms. Calcagno and Mr. Ross will revise the budget to address the issue that the current budget together with other anticipated improvements would likely exceed current NID limits.

Due to time restraints the Chair requested that the Board table the discussion items on the Main Street Moberly request (item #2), and the Strategic Plan Update (item #4) to the next meeting. A motion was duly made, seconded and unanimously approved to table these items to the next regular Board meeting.

The Chair observed that although time constraints would not permit a full review and discussion of the draft 2019-2020 Budget (Item #3), the CID Act requires that a draft budget be presented to the City Council not later than the April 1st Council meeting. The Board directed the Chair to submit the draft 2019-2020 Budget to the City Council for comment in satisfaction of CID Act requirements. Mr. Cunningham also noted that the final budget will need to be approved prior to July 1st, the beginning of the District’s new fiscal year.

The last item of discussion was Downtown Planters (Item #5). Diane Richardson reported that Main Street Moberly has contacted Ritter’s to purchase $600-$700 worth of plants for the planters. She would like to know if a decision on the planters purchased from Earth Planter has been made by the Board. After some discussion Mr. Sanders stated he is working on a map showing the locations on Coates Street where trees have been removed. The Chair observed that it would be a good practice to keep the streets uniform; Ms. Richardson stated that she could get the barrels and place them in the locations where the trees are not going to be and place the flowers in the them. Mr. Sanders stated that the cost of the trees would be around $10,000. Mr. Bugalski made a motion to have the CID purchase the trees and have Main Street purchase the barrels and flowers for Reed Street and Coates Street. Ms. Colston seconded the motion. Ayes: Cranes, Sanders, Bugalski, Colston. Nays: None. Motion approved.

ADDITIONAL MATTERS:

A motion made by Mr. Bugalski and seconded by Mr. Sanders to suspend the open portion of the meeting and to go into closed session to discuss real estate matters as permitted by Missouri Revised Statutes, as amended, Section 610.021 (2)) Ayes: Sanders, Bugalski, Crane, Colston. Nays: None.

At approximately 5:25 PM the Board re-entered Into Open Session. The Chair reported that no vote was taken.

A motion was then made by Mr. Sanders and seconded by M., Bugalski to adjourn the meeting. Ayes: Crane, Colston, Sanders, Bugalski. Nays: None. Meeting adjourned.

The next regular meeting of the Board is scheduled for Wednesday, April 17, at 4:00 p.m. in the conference room at City Hall.

Respectfully Submitted: Shirley Olney, Assistant Secretary
February 20, 2019